

## **SHELLFISH PROGRAM MANAGER**

### **AQUATIC RESOURCES DIVISION**

**RECRUITMENT  
PERIOD:**

September 10, 2003 through October 1, 2003

**NOTE TO APPLICANTS:** If you previously applied to this position, in June/July 2003, you DO NOT need to re-apply. The agency is interested in supplementing the candidate pool to ensure all interested, qualified candidates have the opportunity to apply and compete for this position.

**SALARY:** \$42,588 to 54,480 annual salary range, plus a full benefits package.

**LOCATION:** 1111 Washington Street SE, Natural Resources Building, Olympia WA

**AGENCY PROFILE:**

The Department of Natural Resources (DNR) is a progressive organization, employing approximately 1,400 permanent staff and managing six million acres of state-owned land with a biennial budget of approximately \$400 million. The DNR is lead by the Commissioner of Public Lands, a statewide elected official. The Commissioner has an appointed executive management team of four individuals, one of whom is the Aquatics Steward. The Aquatics Steward is responsible for the Aquatics Resources Division (headquartered in Olympia) and the Aquatics Region managed from three district offices (in Sedro-Woolley, Enumclaw, and Chehalis).

**MISSION AND CHALLENGE:**

The mission of the DNR is to provide professional, forward-looking stewardship of our state lands, natural resources, and environment. The mission of the Aquatics Program is to manage state-owned aquatic resources in a manner that maintains the ability to earn revenue from their use, while vigorously pursuing a healthy aquatic environment, accessible by the public. The DNR seeks a creative, dedicated professional to manage the Department's Shellfish Program and professional dive team. The Shellfish Program, primarily through the sales of geoduck, earns between \$5-7 million dollars in revenue for the State each year. These funds are reinvested into the fishery for management, research and enforcement. They are also used to support general aquatic lands management, habitat restoration activities and well as public access grants.

**POSITION PROFILE:**

Under the direction of the Aquatic Resources Division, Assistant Division Manager for Operations, the incumbent will be responsible for managing the Department's geoduck fishery including Coordination with State and tribal fishery co-managers, harvest Pre-planning, sales, marketing, oversight of daily harvest and fishery Enforcement activities. The incumbent is also responsible for DNR/tribal shellfish negotiations, and the agency professional dive Team. The dive team is responsible for the daily enforcement of the Geoduck fishery as well as other dive related support to the DNR.



The position has significant management and administrative responsibilities. Specifically, the Shellfish Program Manager must:

- Ensure the long-term health and economic sustainability of the state geoduck fishery;
- Oversee the work of 9-11 diverse field and office staff;
- Ensure the safe and effective practices and procedures of the agency professional dive team;
- Ensure effective enforcement of geoduck harvest related activities;
- Develop and deliver legislative and/or public presentations and testimony;
- Oversee the operation, maintenance and accountability of significant amounts of equipment, vessels and vehicles assigned to the program;
- Develop selected policy, procedure, and guidance for the shellfish program;
- Interact with both internal and external stakeholders, to include private industry, governmental groups, tribes, and environmental groups;
- Recommend new policy or policy changes to the program and executive management, as needed;
- Manage a budget allocation of approximately \$1,730,000.

**THE SUCCESSFUL CANDIDATE WILL HAVE:**

- (Required) A minimum of 2 years of operational fishery management experience;
- (Required) A minimum of open-water SCUBA certification and at least two (2) years of diving experience within the last five (5) years;
- Professional/commercial diving experience a plus;
- Experience providing leadership to a program and supervising office and field staff;
- A strong understanding of budget development;
- A strong record of personal and professional ethics and integrity;
- Progressive and strategic leadership skills;
- Demonstrated ability to set, and maintain a focus on, program priorities;
- The ability to oversee a number of complex projects simultaneously;
- The ability to collaborate and negotiate with diverse stakeholders;
- The ability to mentor and develop staff capabilities;
- The ability to communicate effectively through a variety of mediums;
- The ability to think independently and creatively to solve complex problems;
- The ability to work well in teams and encourage teamwork in others.

**APPLICATION PROCESS:**

Complete the following:

1. [Washington State Job Application \(http://hr.dop.wa.gov/forms/stateapp.doc\)](http://hr.dop.wa.gov/forms/stateapp.doc).  
Include **Recruitment #1-3-234-OC-S** on the application.
  - a. <sup>1</sup>Go to Part 2 of the Washington State Application, under other, to indicate that you possess the open-water dive certification.
2. **Letter of interest** describing your qualifications as they relate to this position. Specifically, clearly describe how you meet the selective requirements (Indicated as "Required" under the successful candidate will have).
3. **Resume**.

**Send your application materials to:**

Washington State Department of Natural Resources  
Jody Flynn  
PO Box 47033  
Olympia WA 98504-7033

If you have questions regarding this recruitment, please call Toni Palzer-Johnson, DNR Human Resources Division, at 360-902-1602.

**Other recruitment process information:**

- References will be requested at the time of interview.
- Prior to a final job offer being made, the prospective hire will be required to pass a written and in-water test of diving knowledge and skills. The prospective hire will also be required to pass a criminal background check pursuant to DNR Policy PO01-009.

This announcement is published by the Washington State Department of Natural Resources. The DNR is an equal opportunity employer. Persons with a disability who need assistance in the application or testing process, or those needing this announcement in an alternative format, may call (360) 902-1150 or Telecommunications Device for the Deaf (360) 902-1156.